

The Transfer Process.

Transfer Attorney confirms receipt of signed agreement & requests FICA documents from Seller & Purchaser.

Seller & Purchaser signs agreement (Offer to Purchase). Agreement is sent to appointed Transfer Attorneys *

Transfer Attorney requested title deeds & bond cancellation figures from the existing bondholder (Bank).

BOND APPROVED

Bond Attorney instructed by Bank

Bond attorney advises **Transfer Attorney** of amount available for guarantee

Transfer Attorney received title deed & cancellation figures from Cancellation Attorneys & sends draft deed to bond attorney. **Transfer Attorney** requests Rates Clearance & levy figures.

Bond, **transfer** & cancellation attorneys liaise.

Bond Cancellation Attorney is requested to cancel seller's bond on receipt of the guarantees from the **new transferring attorney** & forward title deed.

Transfer Attorney draws documents. Seller signs transfer documents. Purchaser signs bond and transfer documents. Costs to be paid on signature by Purchaser.

Bond attorney provides guarantees to the **Transfer Attorney**

Transfer Attorney pays council rates/Body Corporate or Home Owner's Association levies (if applicable) & transfer duty.

Transfer Attorney sends guarantees to cancellation attorneys who obtain consent from the bondholder to cancel the sellers bond.

Once all the necessary transfer & bond documents have been signed; transfer & bond costs have been paid by the Purchaser (pay receiver of revenue, & city council, receive transfer duty receipt & rates clearance certificate); ALL the bond transfer & bond cancellation documents are **LODGED** as a batch by the **Transfer Attorney** in the **Deeds office**.

Documents are examined & processed in the Deeds Office (+/- 10 working days).

Property & bond are **REGISTERED** in purchaser's name, whilst Seller's bond is cancelled.

*The entire
Conveyancing
Process takes approx.
6-12 weeks*

* Make **Telfer & Associates Inc.** your Transferring Attorney of choice!

Please contact us for a free consultation regarding your sale agreement: 011 267 2600 or diannes@telferinc.co.za (www.telferinc.co.za)